

STATE WORKFORCE INVESTMENT BOARD ONE-STOP DEVELOPMENT COMMITTEE

August 30, 2006

MINUTES

Committee Members Present: Jeff Rupp, Acting Chair; Dave Crum; Mike DesRosier; Georgia Gibbs-Atkinson; Keith Kelly; Gail Richardson; and Linda Woods

Committee Members Absent: Marty Copps, Chair; and Gary Perry

Staff: Leisa Smith, Darbee Lieberg

Guests: Patricia Hulla, Mike Shoquist, Elissa Mitchell, Mary Berg, Linda Moodry, Leslie Duffy, Deb Buxbaum, Kathy Yankoff, Connie Roope, Suzanne Ferguson, Roxane Gibbs-Atkinson, Pam Watson, Al Ekblad, and Joe Unterreiner

Welcome and Introductions

Acting Chair Acting Chair, Jeff Rupp called the meeting to order at 1:33 p.m. Leisa Smith took roll call, and addressed housekeeping items.

Approval of Agenda

Ms. Smith suggested revision of the agenda regarding a need to change the presentation of the Kalispell Workforce System One-Stop proposal to Flathead One-Stop Workforce System. The agenda was approved as revised via consensus.

Approval of Meeting Minutes – June 7, 2006

Keith Kelly moved to approve the agenda and Gail Richardson seconded the motion. The motion carried unanimously.

Recommend to the SWIB the Designation/Certification of One-Stops Missouri River Workforce System

Dave Crum reported that he conducted the site review of the Missouri River Workforce System and the details of the business plan were met or exceeded. Mr. Crum had met with Marla Hagen and stated that he was very impressed with the Missouri River Workforce System. Ms. Hagen explained that the Missouri River Workforce System held quarterly meetings with all the partners participating. Ms. Hagen gave Mr. Crum an example of a special meeting that they held that involved Consumer Credit Counseling (CCC) who had received a grant from the Department of Public Health and Human Services (DPHHS). CCC partnered with banks and other groups around the topics of finance and home ownership counseling. The partners came into the meeting and were being educated about such counseling components. Marla showed a curriculum for their Training Academy of 60-80 people. There was a morning learning session for the staff, and then the staff taught the afternoon session to others. Mr. Crum reported that the Missouri River Workforce System gave specific examples of how they work with the Great Falls Development Authority with participation in presentations for businesses that are coming into the community providing labor force and cost analysis for potential businesses. Mr. Crum later visited with two employees of the Business Expansion and Retention (BEAR) program and how they are working to keep existing businesses in the

community. The Missouri River Workforce System delivers services to the counties of Cascade, Choteau, and Teton.

Ms. Smith stated that the board members who have gone and conducted the one-stop one-site reviews have been impressed and she will try to make schedules for statewide Community Management Team (CMT) meetings so that board and committee members will be able to attend them. Mr. Kelly noticed that Teton County had more than one One-Stop area on the map and asked how one person makes sure they aren't covering another One-Stop's area. Acting Chair, Rupp stated there will be places where there will be overlap of services, but it was the committees' responsibility to make sure that communication is ongoing with the two One-Stops on the coordination of services between them. Mr. Crum recommended certification of the Missouri River Workforce System as a One-Stop.

Ms. Richardson moved to recommend the SWIB to certify the Missouri River Workforce System as a One-Stop and Mr. Crum second the motion. The motion carried unanimously with no abstentions.

Flathead Area Workforce System

Ms. Smith stated Kirk Hammerquist conducted the site review of the Flathead Area Workforce System and the details of the business plan were met or exceeded. Mr. Hammerquist stated he was very impressed with the Flathead Area Workforce System. They are well connected with technology based communication enabling improved referral between clients, customers, and businesses. The Flathead Area Workforce System has 11 hoteling partners who are present 3-4 days to once a month as needed. They have a large customer base with multiple Chamber of Commerce business memberships. The CMT is functional and active and has standing meetings on the second Tuesday except in July and August. Another area Mr. Hammerquist inquired about was cross-training. The FAWS does agency tours, and the area CMT holds meetings at various other partner agencies places of business. They also discussed brownbag seminars, Blue Print for Business Success, a building block series. Brownbag seminars are held the second week of the month, Building Blocks are held every Thursday at 7:30 except in the summer. There are reference guides at the front desk and at their library accessible to both community and staff. The FAWS stated there is a Vision Team who reviews current status and recommends action plans in terms of their short-term and long-term goals. They also have an Operations Team that will begin to cover short-term goals. Mr. Hammerquist gave the Flathead Area Workforce System a grade of an A+.

Mike Shoquist, Center Manager, a guest in the audience, commented that the community is very excited to have something organized and recognized. He then praised Joe Ryder, who is the Trinidad CEO of the Chamber of Commerce in Kalispell, for being a great partner with the Flathead Regional Business Center, which is tied in with their One-Stop. It allows them to extend services to Lake County, Lincoln County, and to the Thompson Falls area.

Joe Ryder followed by stating that both Mr. Shoquist and Mr. Ryder realized their capabilities by working together and that's what started the thought of co-locating a broad variety of economic community and Workforce Development Services, which is called the Flathead Regional Business Center. The Center has two business advocates working full time. Along with the advocates are the Montana Manufacturing Extension

Center, a MillTech Affiliate, a Small Business Development Center, and Procurement Technical Assistance Center. Mr. Ryder stated that it's a real great way of speeding communication for training needs for the FAWS.

Mike DesRosier asked if there was any partnering with the tribal programs. Mike Shoquist answered that on a quarterly basis they have meetings to help them with their needs. The tribal programs are more affiliated with the committee management team in Lake County. There are three members from the tribe at the college that attend the CMT meetings.

Mr. Kelly moved to recommend the SWIB certify the Flathead Area Workforce System as a One-Stop and Michael DesRosier second the motion. The motion carried with one abstention by Linda Woods.

One-Stop Map

Ms. Smith explained the draft One-Stop Map and solicited questions or comments.

Linda Woods stated that Valley County is in the process of putting a plan together. Mr. Kelly asked if Lincoln County was going to ask for assistance. Mike Shoquist answered that the area in Lincoln County around Libby within the last year and a half has put together a strong group of individuals wanting to set up their own one-stop system.

Jeff Crum stated with four one-stops certified, two recommended today, and three under review with two or three more coming, they were well on their way in their goals of 10.

Mr. Kelly asked once all the one-stops have been established, what then happens to this committee? Ms. Smith stated she believes it was originally stated to be a temporary committee. Once Montana one-stops have been established the Workforce Systems Committee can assume other business as it pertains to one-stops.

USDOL Employment & Training Administration Grant

Ms. Smith shared information regarding the latest USDOL Employment & Training Administration for community based job training grants. The Grant really highlighted one-stop centers. The Grants are supporting high growth and high demand industries allowing states or regions to say what those high growth/high demand industries are within their areas. The primary purpose of the grant was to build capacity with community colleges and partnering with one-stops, community or technical colleges, industries, and employers. According to the Bureau of Labor statistics, 90% of fastest growing jobs in U.S. require some level of education in training beyond high school. Technology-based learning should help, especially the rural areas.

The grant offered bonus points if the applications could show and demonstrate the use of WIA funds as a way to leverage resources and help these projects. These grants are looking at more partnering toward one-stops, partnering with educational entities, looking at regional issues, and working with one-stops and community management teams.

Mr. Kelly asked if the Committee has a coordinating role to encourage people to apply. Ms. Smith responded that their staff is pretty dedicated to keeping an eye out for these kinds of grants. When this grant was out, their staff e-mailed out informational notices to certified one-stops, pending one-stops and state CMTs. Ms. Smith noted the State Workforce Investment Board was approached to write letters of support for two grant

applications. Comment from the public indicated there were at least several other applications within the state that were submitted by higher education organizations.

Other Public Comment

There was no public comment on any non-agenda item.

Set next Meeting/Conference Call Date

Acting Chair, Rupp stated they will be getting together to look at more one-stop applications in November. Ms. Smith reported the next meeting might be mid-November based on the number of one-stop applications that are submitted between now and then. A conference call could be arranged. The week of November 13 has been suggested for the next possible meeting date.

Adjournment

With no further business, the meeting was adjourned by consensus at 3:00 p.m.